



SPECIAL EVENT SERVICE REQUEST FORM

Effective 07/01/2018 - 06/30/2019

RECEIVED ON: _____

APPROVED BY: _____

REQUESTOR INFORMATION

Organization Name	Tobelman Neighborhood Center	Council District #	15
Requestor Name	Kenny Green	Telephone Number	310.832.1145
Request Date	3.3.20	Cell Phone Number	310.528.3711
E-Mail Address	kgreen@tobelman.org	Fax Number	

EVENT INFORMATION

Event Name	Community Clean Up			
Event Date(s)/Time: <small>(30 days advance notice required for guaranteed service)</small>	Event Start Date: 04.11.20	Event End Date: 04.11.20	Event Start Time: 9am	Event End Time: 4pm
Requested Package <small>(Select Only One)</small>	<input type="checkbox"/> A - Blue Bin Only (\$97.20/event)	<input type="checkbox"/> B - Blue Bin Only (\$142.34/event)	<input type="checkbox"/> C - Blue Bin Only (\$380.44/event)	<input type="checkbox"/> D - Blue Bin Only (\$846.84/event)
	<input type="checkbox"/> A - Optional Staffing(\$574.94/day)	<input type="checkbox"/> B - Optional Staffing(\$687.78/day)	<input type="checkbox"/> C - Optional Staffing (\$800.62/day)	<input type="checkbox"/> D - Optional Staffing(\$1,488.40/day)
	<input type="checkbox"/> E - Non-Food (\$128.85/event)	<input type="checkbox"/> F - Non-Food (\$195.09/event)	<input type="checkbox"/> G - Non-Food (\$549.27/event)	<input type="checkbox"/> H - Non-Food (\$1,348.06/event)
	<input type="checkbox"/> E - Optional Staffing(\$574.94/day)	<input type="checkbox"/> F - Optional Staffing(\$574.94/day)	<input type="checkbox"/> G - Optional Staffing(\$800.62/day)	<input type="checkbox"/> H - Optional Staffing(\$1,488.40/day)
	<input type="checkbox"/> I - Food Event (\$160.38/event)	<input type="checkbox"/> J - Food Event (\$247.63/event)	<input type="checkbox"/> K - Food Event (\$717.38/event)	<input type="checkbox"/> L - Food Event (\$1,847.13/event)
	<input type="checkbox"/> I - Optional Staffing(\$574.94/day)	<input type="checkbox"/> J - Optional Staffing(\$574.94/day)	<input type="checkbox"/> K - Optional Staffing(\$913.46/day)	<input type="checkbox"/> L - Optional Staffing(\$2,289.03/day)
	<input type="checkbox"/> Custom Quote			
Optional Roll-Off Service:	<input type="checkbox"/> 40-Cubic Yard Bin (\$309.86 plus tip fees of \$60.00 per ton)		<input type="checkbox"/> 30-Cubic Yard Bin (\$309.86 plus tip fees of \$60.00 per ton)	
Cardboard Boxes:	<input type="checkbox"/> Refuse	Quantity <input type="text"/>	<input type="checkbox"/> Recycle	Quantity <input type="text"/>
Additional Liners (\$0.39 ea.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Quantity of Additional Liners <input type="text"/>	
Comments:				

BILLING INFORMATION

Bill to:	<input type="checkbox"/> Requesting Person/Organization/Sponsor/Vendor		<input type="checkbox"/> General City Purpose Fund (Auth. by: _____)	
	<input checked="" type="checkbox"/> Council Office (Authorized by: <u>Caitlin Muldoon</u>)			
Bureau of Street Services (BSS) Special Events Reference Number (if applicable)				
Subsidy Eligibility:	<input type="checkbox"/> Does not Apply	<input type="checkbox"/> 50% Special Events Subsidy	<input type="checkbox"/> Community Clean-Up (Restrictions Apply)	
Name	CD 15		Telephone Number	
Billing Address:	638 S. Beacon St.		San Pedro	90731
Authorized Signature:			Print Name	

DELIVERY AND PICK-UP INFORMATION

Containers Drop Off Site:	Street Address		City	Zip
Roll-Off Bins Drop Off Site:	1571 Del Amo Blvd		Torrance	90501
Site Contact Person(s):	Kenny Green		Site Contact Cell. Number:	310.528.3711
Drop Off/Pick Up Date/Time:	Drop Off Date: 04.10.20	Pick Up Date: 04.13.20	Drop Off Time: 8am	Pick Up Time: 8am
Comments:				
Signature upon Delivery:	I have received the containers and services as indicated above and agree to the conditions listed below:			Print Name

* Daytime Delivery/Pickup's will be scheduled between 7:00 a.m. and 12:30 p.m. (Mon-Fri). Containers delivered during daytime hours need to be stored in a secure location.
 * Tip Fees for Roll-Off Services will be determined once event has concluded.
 * Fee will be assessed for any lost or damaged containers.

SANITATION USE ONLY

No. of Blue Containers:	No. of Roll Off Bins:		
30 Gallon	Quote for Roll Off Bins does not include tip fees which will be assessed at the conclusion of the event		
	30 Yard	40 Yard	Other
No. of Black Containers:	Weight Slip Date	Truck Number or Roll-Off	Tons Dumped
60 Gallon			
Date Sent	Confirmation	Confirmation to Organizers	Confirmation to Council
Request Sent to Yard:			
Req. Sent to Special Events:			
Comments:			

TO BE COMPLETED BY THE REQUESTOR

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Requestor Name:	Kenny Green	Telephone Number:	310.832.1145
Request Date:	3.3.20	Cell Phone Number:	310.528.3711
E-Mail Address:	kgreen@toberman.org	Fax Number:	

EVENT INFORMATION

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Event Date(s)/Time:	Event Start Date:	Event End Date:	Event Start Time:	Event End Time:
	04.11.20	04.11.20	9am	4pm
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	<input checked="" type="checkbox"/> Council Office (Authorized by: <u>Cathin Muldoon</u>)	
Bureau of Street Services (BSS) Special Events Reference Number (if applicable):		
Subsidy Eligibility:	<input type="checkbox"/> Does not Apply	<input type="checkbox"/> 50% Special Events Subsidy
	<input type="checkbox"/> Community Clean-Up (Restrictions Apply)	
Name:	CD 15	Telephone Number: _____
Billing Address:	638 S Beacon St	City: San Pedro Zip: 90731
Authorized Signature:	I request the above collection services from the Bureau of Sanitation and agree to pay for services as listed on the Special Events Package List.	

DELIVERY AND PICK-UP INFORMATION

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Roll-Off Bins Drop Off Site:	20424 Denker Ave	Torrance	90501
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